IMS-PIC Release 6.5 Executive Summary

The Inventory Management System (IMS) Release 6.5 will expand on Release 6.4 functionality and will be implemented on September 11, 2009. The following changes will be implemented as part of IMS Release 6.5

Section 508 Compliance Efforts – Stage 1: Common Routines - Section 508 of the Rehabilitation Act of 1973, requires that anyone with disabilities must be able to access and use information and data on a website, comparable to the way people without disabilities can get that information and data, unless it would cause our agency an undue burden.

To comply with the Section 508 requirements, IMS screens need to be modified to meet the accessibility standards as per following link:

> http://www.section508.gov/index.cfm?FuseAction=Content&ID=12
> As part of the September 2009 release, the following common routines will be modified:
> - HA or Development level navigation
> - Demo-Dispo application level navigation
> - Security navigation
> - 50058 report navigation
> - Common routine for links, images

Security Administration – User Recertification Process Redesign - The current user recertification process is very complicated and is also not integrated with the email functionality.
- Simplify the user recertification process to include the "Recertification Start Date", "Recertification Window", and "Recertification Validity Period".
- The user recertification process needs to be integrated with the existing IMS email functionality to send out emails to the security coordinators during the recertification process.
- Remove the batch job from the web server that inactivates the user ids upon completion of the user recertification cycle. Replace this with the batch job to be run from the PIH batch server.

Security – User Greeting upon logon PIC Main Navigation Page - The PIC Main Navigation page should display a user greeting when user loges into the system.
- A new functionality should be added to the system that exhibits a user greeting on the PIC Main Navigation Page. The user greetings will include the User name, User ID, Expiration Date, Last logon date, and User Certification when the user loges into PIC-IMS. And a super user should be able to configure the greetings and the system name from the Reference sub module in the PIC Maintenance Module.

50058 – Submissions with Old Development Numbers Discontinuation – The one year period that PIC provided PHAs to submit Form 50058s and MTWs with both old and new development numbers comes to an end in April 2009.
- Allow the PHAs to submit Form 50058s and MTWs in PIC with new development numbers only.
- Field 17j – FSS Contract start and end dates will be stored in the "yyyymm" format. Currently these dates are stored in the "mmyyyy" format.

50058 – Delinquency Report Changes - In the Delinquency Report the '50058's Received' column provides a high level view of the number of 50058's received. But the column cannot be verified by the PHAs. The PHAs require a view of the '50058 Received' data so that they can

determine why the numbers are mismatched. To meet the PHAs' requirement, a new report should be created so that the PHAs can view the details of the Form 50058 received.

- A new Report by name "Detailed Delinquency Report" should be added to the Reports Sub module in Form 50058 module and it should consists of separate tabs for Public Housing, Voucher funded assistance, MOD Rehab, and SRO.
- The "Detailed Delinquency Report" should list the details: Head of household name, head of household SSN, development Number, building number, entrance number, unit number, type of action, effective date and updated date in the Public Housing tab of the form 50058 received from the PHA
- The "Detailed Delinquency Report should list the details: Head of household name, head of household SSN, type of action, effective date and updated date in the Voucher's received, MOD Rehab and SRO tabs of the voucher funded received from the PHA.
- The information displayed in the report must add up to the '50058's Received' column on the Delinquency Report. User will be able to download in excel or print the "Detailed Delinquency Report".

50058 – Frequently Occurring 50058 Error Report - Presently PHAs cannot track the fatal errors for the Form 50058 submission file (other than manually referring to all the submission reports.) In PHAs with a large number of PIC activities, this can result in fatal error being overlooked.

- A new report (The Frequent Form 50058 Errors Report) should be added to the Reports tab under the Submission Module in 50058 module that lists all the fatal errors and the User ID (that did the entry/upload) in a user defined timeframe.
- The report will display the top 10, top 25 or top 100 most frequently occurring Form 50058 errors for the HAs for the submissions over the user defined timeframe

50058 – Ad-hoc Report Redesign - Currently, downloading the Form 50058 Ad-hoc Report into Microsoft Excel is an issue for large PHAs due to system constraints in regards to a limit of 10,000 Records downloaded and the system timing out.

Development – Unit Designation Change - The Building and Unit component of IMS is very complicated and needs to be redesigned. Currently a notice is being drafted that will detail the complete requirement. Due to the complexity of the requirement, the "Not Reported" status will be removed, "Tier 1 Accessible Unit Designation" will be created, and "Conversion" Status will be modified to "Other Uses – Unauthorized".

- The "Not Reported" Status will be completely removed from IMS-PIC altogether and the units that currently have a "Not Reported" Status will be changed to "Vacant".
- The "Tier 1 Accessible Unit Designation" will provide information on the physical characteristics of a unit related to special features to accommodate the disabled tenants.
- Units with a current "Conversion" Status will be switched to "Other Uses- Unauthorized".

Housing Agency – Mailing Address – When HA attempts to view or update the mailing addresses at the participant level the system is displaying the error message "The Last Update Time stamp provided was invalid" in the Address page in the Housing Authority tab under the Housing Agency sub module in Housing Inventory module.

Housing Authority – HUD Staff assignment - Due to the unavailability of the PERIS interface, IMS is forced to implement alternate way of updating the HUD user information so that appropriate roles can be assigned to these users.

- The organization staff table, which was earlier being populated by the PERIS interface, will now be populated using the IMS Security tables
- A nightly batch job will be set up to update the organization staff table from the Security tables as and when new users are added to the security tables or existing users are deleted from the security tables

Housing Authority – HA Inactivation/ Activation Changes - When two or more PHAs are merged together, at least one HA is inactivated by a super user. Currently, when a super user is inactivating an HA, the system allows the super user to inactivate the particular HA without performing any action on the users associated to it. As a result, back end scripts are executed to correct user associations.

- When a super user is attempting to alter an active HA to inactive, and active users exist for that HA, then the System should prompt a pop-up message, stating that the users for the HA that are being inactivated need to be transferred. Otherwise, the selected HA will not be inactivated.
- Additionally the functionality should be modified to add to activate the inactivated HA users by a super user with an activate button.

Inventory Removals – Demo/Dispo Activity Report Modifications - Very few PHAs will have RMINOA (Removed from Inventory without Approval) units. This is causing blank value for 'Removed W/O Approval' column with all the rows in the" Demolition and Disposition Field Office Activity Report" for the selected PHA. Currently, the 'Approved application numbers' and 'RMINOA unit' columns are displayed in the "Demolition and Disposition Field Office Activity Report" even though RMINOA units will never have approved application numbers'.

- System should give the ability to the user with a check box, when the user clicks on the check box for RMINOA units then only RMINO units will display in the report. Otherwise, the system should not display the RMINOA units in the report.
- A new functionality should be added to the system, when a user selects the RMINOA check box, the downloaded report should not display the 'Approved application number' column.

Security – User Organization Modification Fixes - As part of streamlining the user role assignment management, the system shall provide the ability to the super user to remove all of the roles assigned to a selected user.

- The "Modify User Organization" functionality will be modified to include deletion of roles when the users are assigned from one organization to another.
- Modify the Security Summary page to include the button allowing the super user to remove all of the roles for a selected user.